

Acton Historic District Commission
Meeting May 24, 2010
Special Meeting
Minutes

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TOWN CLERK, ACTON

Present were Kathy Acerbo-Bachman (KAB), Ron Rose (RR), Scott Kutil (SK), Michaela Moran (MM).
David Barrat (DB) came late and toured the Woodbury Lane house.

Meeting called to order 8:05.

Citizens Concerns: Sophia Malamud Robert Gillham are buying a house (6 Newtown Rd) and want to make some changes. Siding and windows.

MM said that she received an application from Sweet Bites for new business signage. #1017 MM said that we need size of signs, what is illuminated. Because of the missing information MM will call her and tell her that she needs to get the missing information within 14 days. MM said that once we accept the application, the Chair can establish or appoint a liaison. When the liaison takes over, the assessors office generates an abutters list. If the Chair knows that we don't need a PH, it can be sent out. But if we have decided to hold a PH then we send out a different notice to all abutters. Chair is responsible for noticing the PH's, and getting the notice in the Beacon.

After the abutter notices have gone out, we vote on the application and then the liaison writes the COA and sends the certificate out. Liaison prepares certificate and gets it stamped by the Clerk, distributes it and sends it to the applicant. KAB asked about who finds the inventory form. Chair finds the inventory form.

MM said that the Chair needs to keep track of the dates that the applications come in and whether it is complete. If a PH is needed it must be done in 45 days and we must make a decision within 60 days. If we decide to have a PH, then we have to move fast to get the notice before 14 days before the PH. Chair is responsible for contacting the Beacon.

Minutes for March 23 and April 13, 2010 were approved as corrected.

MM asked would we like to vote on WAVE tomorrow. The Commission decided that no they would not be prepared to vote.

KAB said that she will not be leaving the room during the River St discussion. She will need to sit with the public and say she is going to sit as a member of the public. KAB can only speak when recognized.

We decided to talk about the River St application. KAB was recused and left the meeting. MM said that she thought the house is taller and larger than the other homes on River St. MM asked Roland to estimate FAR on existing houses in the area of River St. MM asked Nina.